

WILD RICE WATERSHED DISTRICT

**11 Fifth Avenue East
Ada, MN 56510
Ph: 218-784-5501**

SPECIAL MEETING

July 1, 2009

ADMINISTRATOR/PERMITS/COMMITTEES UNAPPROVED MINUTES

1. A Special Meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday July 1, 2009, at the office of the District located at 11 Fifth Avenue East, Ada, MN. The purpose of the meeting was to discuss hiring of a new administrator, committee appointments and permit applications. The following Managers were in attendance: Joe Spaeth, Dean Spaeth, Mike Christensen, Greg Holmvik, Duane Erickson and Diane Ista. Absent: John Austinson. Also in attendance were Interim Administrator Loretta Johnson, Executive Assistant/Project Coordinator Kari Kujava and members of the audience including Marijo Vik, Raymond Hanson and Becker County Commissioner, George Schram. Chairman Christensen called the meeting to order at 8:45 a.m.

2. Administrator Hiring. Manager Ista stated that she felt the WRWD needs to have an administrator with an engineer's degree because having an engineer in house would cut the District's overhead costs of Houston Engineering. Ista stated that the District should transfer all survey and data files from Houston Engineering to the District office, giving an engineer the necessary information to work with and the ability to be in house, answer landowner questions, do onsite investigations, therefore cutting costs. Ista stated that she would like to advertise for an administrator with an engineer's degree, with expertise in administration and business. Ista stated that she had discussions with Dick Sundberg, a semi retired COE employee and former employee of the District, regarding working part time in the office.

Manager J Spaeth stated that the District is very fortunate to have Houston Engineering at this time and the District would be in a difficult situation without them.

Manager Erickson stated that he has previously expressed his opinion on someone; specifically Curtis Borchert, who he thought could help the District office and also expressed frustration because no followup was done on correspondence from the DNR dated October 2008, regarding Moccasin Dam changes to the O & M plan. He stated that the office does need staff to make sure these items are being completed.

Manager Christensen felt that there could be some savings by having Borchert work in the office as Project Coordinator and then hiring an engineer in the future.

Manager Holmvik stated that he didn't agree with hiring someone part time and if they worked out hiring that person as an administrator. He stated that when an administrator is hired, the District needs to advertise for a full time administrator. Holmvik also stated that he didn't know if the Managers are even ready for hiring because Managers don't know exactly what they want for an administrator at this time.

Manager D Spaeth stated that he felt the person should be someone who is from the area and not using this job as a stepping stone into another job.

Manager Christensen stated that he felt there could be savings to the District by having other agencies do some of the work. Discussion was held regarding various ideas of how Managers would prefer to hire an interim person, hire an administrator with what qualification, etc. Manager Spaeth stated that he knew Dick Sundberg from previous employment at the District office, felt he had done a good job while here. Kari Kujava suggested that Managers may want to each think of suggestions that they would prefer in an administrator, bring the suggestions to the regular meeting on the 8th of July and she could assemble them for Managers review. Consensus of Managers was to follow that recommendation and bring a suggested list to the next meeting. Consensus of Managers was also to hire an interim staff person while in the process of searching for an administrator.

A **motion** was made by Manager Ista and **seconded** by Manager Erickson to invite the following persons who had expressed an interest to the 8th of July regular meeting, to meet with Managers. Dick Sundberg, Jim Stengrem, Ray Reading and Curtis Borchert. **Carried.**

PERMIT APPLICATIONS

3. Wayne Borgen, Section 13, Hendrum Township West. A **motion** was made by Manager J Spaeth and **seconded** by Manager Ista to approve Permit Application #6-10-09-10 of Wayne Borgen to raise the level of the dike approximately 2.5 feet with the following conditions: that the applicant acquire floodplain permits required by Norman County, the applicant acquire an MPCA Stormwater permit if the project will disturb more than one acre of land, the applicant acquire approval from the township for work within the township road right-of-way and the applicant is responsible for necessary erosion control measures including areas along the river banks. **Carried.**

4. Committee Appointments. Kari Kujava distributed a draft listing of committees that she prepared for Managers review. Kujava stated that she tried to place everyone on a committee and reiterated the fact that this was a draft. A **motion** was made by Manager Holmvik and **seconded** by Manager Erickson to approve the following committee appointments. **Carried with Manager Ista opposed.**

2009 WILD RICE WATERSHED DISTRICT COMMITTEES

COMMITTEES

FINANCE

Greg Holmvik
Dean Spaeth
Mike Christensen

BONDING/LEGISLATIVE

Mike Christensen
Duane Erickson
Diane Ista

PERSONNEL

Greg Holmvik – Employee Liaison
Dean Spaeth
Duane Erickson

REPRESENTATIVES:

RRWMB

Diane Ista
Joe Spaeth (Alternate)

NORMAN COUNTY SWCD

Diane Ista

MAHNOMEN COUNTY SWCD

Joe Spaeth

CLAY COUNTY

John Austinson

PROJECT TEAM

Mike Christensen
John Austinson
Joe Spaeth

RING DIKE

Diane Ista
John Austinson
Greg Holmvik

PUBLIC INFORMATION

Diane Ista
Joe Spaeth
Mike Christensen

LAND ACQUISITION

Duane Erickson
Dean Spaeth
Mike Christensen

BECKER COUNTY

Duane Erickson

CITY OF ADA

Diane Ista

CITY OF MAHNOMEN

Dean Spaeth

CONCERNED CITIZENS OF WRWD

Mike Christensen

CITIZENS FOR FARMLAND PRES

Mike Christensen

5. There being no further business to come before the Board of Managers a **motion** was made by Manager Holmvik and **seconded** by Manager D Spaeth to adjourn the meeting. **Carried.** Chairman Christensen adjourned the meeting at 10:00 a.m.

John Austinson, Secretary